

**Minutes**  
**Urban Forestry & Beautification Commission**  
**March 30, 2016**

Members Present: , Jansen Litter, Tim Timberman, Bobbi Strangfeld, Gail Bason, Corrie Carswell, Todd Wales and Mike Lippert (Staff Rep.)

Others Present: Brad Bonham

Minutes of February 24, 2016

Approval of last minutes: one change, in first paragraph about street trees, change "Do not plant" instead of "No not plant". Bobbi motioned to accept and Gail seconded; all approved.

Reports from Subcommittees

**Street Trees:** Mike updated that the City received from Jada 87 trees; about half of them were the trees the commission selected; the remaining trees were either not pruned for street tree service or were questionable substitutions (or both). Tree quality was less than in years past. Tree availability is also down. Jada did stop by and prune the new trees this week free of charge. Discussions followed about the commission's response. Can we expedite Wyoming's tree order to reserve the supplier's best trees? How can we improve on approving supplier suggested substitutions? Can we improve the supplier contract and specifications? Should the city have the right to reject new trees? Would it make sense to investigate a new supplier? Do we have leverage with Jada for discounts on next year's tree order? Street tree subcommittee will meet with Terry.

**Public Planting:** discussed how requests are given to members of the commission and how feedback is received from the City. The commission needs to vote on action items submitted by subcommittees.

Bobbi asked if we should make a recommendation on the landscape care of the City building, as it is a high profile area. It was suggested a landscape maintenance care plan be prepared and submitted to Mike.

**Green Areas Trust:** in the editing process, will distribute something to the commission before next meeting.

Old Business

**Annual Report:** John has a draft of the report and will distribute it before the next meeting. It will be presented in May to City Council.

**Homeowner Workshop:** We have a panel of speakers and are trying to solicit questions ahead of time. A total of 14 people signed up to date; we have handouts and raffle items. The event will be at the Rec Center on April 9 at 9:00 - 11:00 am.

John noted (via email) that the Google form tool has worked well in collecting RSVP's for the workshop. So, the UFBC requested city email address may not be necessary.

#### New Business

**Arbor Day Preparation:** Mike contacted the middle school teacher (Todd Kasner) and he seems willing to participate as he did last year. Bobbi will help. It is scheduled for April 29, after school.

**Rolling Calendar:** Brad briefly presented her system of monthly planning and categorizing upcoming events. She has placed it online as a helpful tool for commission tasks. She will email the link and give everyone a show and tell next month so we do not lose sight of upcoming tasks and forget to work on things ahead of time.

Mike sent out the Commissioner's handbook, if you have not done so, please ***sign the signature page and return to Mike.*** The reason we have the handbook is so we can tell if we are meeting the objectives of the commission. Are we utilizing everyone's strengths? Will discuss at next meeting.

Young tree pruning seminar was very successful. Wyoming Public Works employees, several members of UFBC, and one member of Mt. Healthy's street board attended. Wendi Van Buren from ODNA did a great job at the training. Action item: work to find ways to promote our Public Works employees as professionals who are trained and able to prune and care for our street trees.

Todd: **Village Green:** pavers have been repaired by city crews to fix tripping hazards.

**Civic Center:** John and Todd attended a master planning committee meeting. Discussed grant to upgrade the lobby and restrooms. Lynn requested a design for a patio area, which Todd presented to us and has submitted to Lynn. Nothing except the lobby/restroom is funded and for now requires no action from this Commission.

Meeting adjourned at 8:09 p.m.

Respectfully Submitted:

Corrie Carswell